

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113 - BILL LUXFORD STUDIO  
THURSDAY, JULY 7, 2016  
8:30 A.M.**

Commissioners Present: Roma Amundson, Chair  
Todd Wiltgen, Vice Chair  
Larry Hudkins  
Deb Schorr  
Bill Avery

Others Present: Gwen Thorpe, Deputy Chief Administrative Officer  
Dennis Meyer, Budget and Fiscal Officer,  
Dan Nolte, County Clerk  
Ann Taylor, County Clerk's Office

*Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and provided to the media on July 6, 2016.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:34 a.m.

**AGENDA ITEM**

**1 APPROVAL OF MINUTES OF THE JUNE 30, 2016 STAFF MEETING MINUTES**

**MOTION:** Schorr moved and Hudkins seconded approval of the June 20, 2016 Staff Meeting minutes. Avery, Schorr, Hudkins and Amundson voted yes. Wiltgen was absent. Motion carried 4-0.

**2 ADDITIONS TO THE AGENDA**

A. Lunch with the District Court Judges

**MOTION:** Hudkins moved and Schorr seconded approval of the addition to the agenda. Schorr, Hudkins, Avery and Amundson voted yes. Wiltgen was absent. Motion carried 4-0.

## **ADMINISTRATIVE OFFICER REPORT**

- B. Claim for Review - Payment Voucher (PV) 533022 to Robidoux Inc, Submitted by the County Engineer in the Amount of \$3,145.00. The Amount of This Purchase Requires a Purchase Order.

Pam Dingman, County Engineer, and Ron Bohaty, Assistant Road Maintenance Superintendent, gave an explanation of the claim.

**MOTION:** Hudkins moved and Schorr seconded to handle the claim through the regular claims process. Hudkins, Avery, Schorr and Amundson voted yes. Wiltgen was absent. Motion carried 4-0.

### **3 A) FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) REIMBURSEMENT FOR FLOOD DAMAGES; AND B) ROKEBY ROAD (SOUTH 84<sup>th</sup> to SOUTH 98<sup>th</sup> STREET) - Pam Dingman, Lancaster County Engineer**

#### **A) Federal Emergency Management Agency (FEMA) Reimbursement for Flood Damages**

Pam Dingman, Lancaster County Engineer, discussed Federal Emergency Management Agency (FEMA) and Nebraska Emergency Management Agency (NEMA) reimbursement for the May, 2015 storm damage (see spreadsheet in Exhibit B), noting recent receipt of an additional \$25,000 from FEMA through NEMA. She said in some instances FEMA has sent funds to NEMA (see highlighted amounts in the last block in Exhibit B) but NEMA has not released those funds to the County. Dingman said she has been in contact with NEMA and was told the funds would be released to the County the first week in July. In addition, NEMA needs to perform a final inspection and said an additional 12.5% will be allocated once the job has been inspected and approved.

Wiltgen arrived at the meeting at 8:43 a.m.

Dingman said FEMA rejected the County's claim for Bridge T-171, which is located on Southwest 14th Street, south of West Sprague Road, indicating the emergency repair was adequate. She said she filed an appeal and is waiting to hear their determination. FEMA also reduced the claim for Bridge N-19, which is located on West Pioneers Boulevard, west of Southwest 98<sup>th</sup> Street, from \$160,000 to \$16,000 (see aerial photograph in Exhibit B). She said FEMA indicated the bridge wasn't in good condition to begin with and she didn't believe the County would have a strong case for an appeal because the bridge had been closed several times. Dingman said the bridge needs to be replaced but said the process will likely take two years, noting a significant amount

of grading and realignment of the road, as well as an environmental assessment, will also be required. **NOTE:** The bridge is currently closed. The last traffic count was 274 vehicles a day.

Hudkins questioned whether the road should be closed. Dingman said she doesn't want to close the road because some individuals use the road to access their properties. She said the road is currently closed at the intersections for thru traffic only and there are guard rails across the bridge.

Hudkins then asked whether an extensive repair could be done to the bridge. Dingman said no.

Wiltgen inquired about costs. Dingman estimated the bridge construction cost at \$350,000 and the environmental certifications and studies at \$75,000 to \$80,000. She didn't have an estimate for the road alignment.

Schorr suggested the Board send a letter to the Governor asking for the funds to be transferred by NEMA. Dingman thought that would be helpful, adding Larry Dix, Nebraska Association of County Officials (NACO) Executive Director has also been working on this issue.

**MOTION:** Hudkins moved and Schorr seconded to send a letter to Governor Ricketts, with signature by all the Commissioners, asking him to expedite the transfer of funds from the Nebraska Emergency Management Agency (NEMA). Avery, Schorr, Hudkins and Amundson voted yes. Wiltgen abstained from voting. Motion carried 4-0, with one abstention.

## **B) Rokeby Road (South 84<sup>th</sup> to South 98<sup>th</sup> Street)**

Dingman discussed a proposed interlocal agreement between the County, City of Lincoln and Lincoln Electric System (LES) for paving of Rokeby Road between South 84<sup>th</sup> and South 98<sup>th</sup> Streets (see Exhibit C for aerial map of the area and the preliminary plan), noting the paving will be paid by LES. **NOTE:** Lincoln Electric System (LES) is constructing a new LES Operations Center (LOC) at South 98<sup>th</sup> Street and Rokeby Road (see October 29, 2015 and May 19, 2016 Staff Meeting minutes for more information about the project and proposed interlocal agreement). Dingman said the road falls within the City's three-mile jurisdiction so the City and County's Rural to Urban Transition for Streets (RUTS) Program agreement will apply. **NOTE:** The agreement states the City and County can coordinate what the section will look like and made modifications to the section. The County Engineer has the final say in the event of a dispute. Dingman noted there had been discussions of a roundabout at Rokeby Road and South 84<sup>th</sup> Street and said the City decided it isn't warranted by traffic counts and

has asked that the design be modified to account for a left turn bay with a 16 foot raised median. There will also be left turn bays at the future South 91<sup>st</sup> Street and at approximately the quarter mile mark which will be the entrance to the LES's site.

Hudkins asked whether the City considered doing painted medians and turn lanes which he said should reduce costs significantly and make snow removal easier. Dingman said the point of constructing a raised median is so an additional paving lane could be added at the ends of the section. Randy Hoskins, Assistant City Engineer, appeared and said the City has looked at the cost differential and determined a raised median with minimal landscaping is more cost effective. The other advantage is that it reduces the number of head-on collisions.

Hudkins also inquired about the amount right-of-way. Dingman said it is 120 feet. Tom Leikam, Olsson Associates, the engineering firm that is designing the road for LES, appeared and said an additional 10 feet of right-of-way was acquired for the right-turn lanes (south side of the road on South 91<sup>st</sup> Street and at the future entrance for LES's LOC).

Schorr inquired about the time line, detour route and neighborhood meetings. Dingman said the road has a low traffic count so detouring traffic shouldn't be a problem. She said the time line is aggressive because LES wants the road built this year (grading and paving of the first half mile from South 84<sup>th</sup> Street east to South 91<sup>st</sup> Street to provide access to its site). Leikam said LES has spoke with the Rokeby Road Coalition members, who own the majority of the property in the area, and to the owners to the north of the LES property. He said most are supportive of the paving project.

**4 LANCASTER COUNTY VISITORS PROMOTION COMMITTEE (VPC) RECOMMENDATIONS ON VISITORS IMPROVEMENT FUND GRANT APPLICATIONS: A) LINCOLN CHILDREN'S ZOO (\$2,100,000 OVER SEVEN YEARS); AND B) LANCASTER COUNTY AGRICULTURAL SOCIETY (\$3,000,000 OVER FIVE YEARS) - Jeff Maul, Lincoln Convention and Visitors Bureau (CVB) Executive Director; Lynn Ireland, Visitors Promotion Committee (VPC) Chair; Derek Feyerherm, Director of Sales and Operations, Lincoln Convention and Visitors Bureau (CVB)**

Jeff Maul, Lincoln Convention and Visitors Bureau (CVB) Executive Director, introduced Lynn Ireland who is the new Visitors Promotion Committee (VPC) Chair.

Dennis Meyer, Budget and Fiscal Officer, reported the Visitors Improvement Fund had a balance of approximately \$1,900,000 at the end of June and estimated annual receipts of \$1,700,000. Approximately \$2,200,000 is committed for the coming fiscal year,

some for projects that have been carried over. In addition, he budgets \$366,000 for bid fees and \$100,000 for the smaller (\$10,000) grants. Meyer noted funding commitments drop off after Fiscal Year (FY) 2017.

Meyer said Maul had asked him before the meeting how much has been allocated to the Lincoln Children's Zoo and Lancaster County Agricultural Society over the years and said it is \$390,000 and \$2,900,000, respectively.

Maul said the fund is nearing capacity and at some point projects would be turned away. He said the VPC surveys facilities and attractions to try to determine their needs but can't always anticipate what the next "big project" will be.

### **A) Lincoln Children's Zoo (\$2,100,000 Over Seven Years)**

Maul said the Lincoln Children's Zoo is requesting \$2,100,000 (\$300,000 a year for seven years starting in 2018) to assist with an expansion project, specifically a pedestrian bridge over "A" Street to provide access to parking. He said the total cost is \$15,000,000 and \$4,000,000 to \$5,000,000 has been raised privately. The Zoo also has a partnership with Lincoln Public Schools (LPS), with a pledge of \$3,200,000. Maul said the expansion project will allow the zoo to be a year-round attraction. Schorr, who serves on the VPC, noted the bridge will also enhance the City's trail system. Maul said the VPC voted unanimously to approve the funding request from the Lincoln Children's Zoo.

Wiltgen said he has heard area residents have concerns about having a pedestrian bridge constructed in the neighborhood. Hudkins, who serves on the Parks and Recreation Advisory Board, said individuals have come before that body and expressed concerns regarding bringing more traffic into the area.

**MOTION:** Wiltgen moved and Hudkins seconded to schedule approval of the funding request from the Lincoln Children's Zoo on a regular County Board of Commissioners Meeting agenda.

Avery expressed concern that approving large requests could impact the ability of the Board to fund future projects. Maul agreed it is a concern but said he doesn't see any reason lodging tax collections won't continue to grow.

**ROLL CALL:** Schorr, Hudkins, Avery, Wiltgen and Amundson voted yes. Motion carried 5-0.

**NOTE:** Also present for the discussion was John Chapo, President/Chief Executive Officer (CEO), Lincoln Children's Zoo.

The Chair exited the meeting at 9:33 a.m. and the Vice Chair assumed direction of the meeting.

**B) Lancaster County Agricultural Society (\$3,000,000 Over Five Years)**

Maul said the Lancaster County Agricultural Society is requesting \$3,000,000 (\$600,000 over five years starting in 2017) to expand the Lancaster Event Center's (LEC's) outdoor multi-purpose arena, add a new 3,400 seat grandstand, complete a loop road for traffic flow, and expand and upgrade campgrounds to meet the facility requirements of the National High School Rodeo Finals (NHSRF) (see June 23, 2016 Staff Meeting minutes for more information). He said the bid to host the event is due by July 15, 2016 with finalists notified October 1, 2016 and a decision in January, 2017. If LEC wins the bid there is potential for Lincoln to host the event for eight of the next 20 years. The improvements would also enhance the LEC's ability to host other events.

The Chair returned to the meeting at 9:36 a.m. and resumed direction of the meeting.

Maul said the VPC moved to grant the \$3,000,000 funding request in the following manner: \$250,000 in Years 2017 and 2018 with the remaining balance split evenly in 2019, 2020 and 2021 (approximately \$833,000 per year). He said that lessens the burden on the Visitors Improvement Fund. Maul said the funding would be contingent upon the following: 1) LEC winning the NHSRF bid; 2) Phase 3 bond issue passing which would cause the remaining balance of the request to go away; and 3) LEC reallocating the remaining \$255,000 from its previous grant request.

Hudkins said he would like to see LEC's campgrounds expanded earlier with water service to enhance operations.

**MOTION:** Hudkins moved and Wiltgen seconded to accept the recommendation from the Visitors Promotion Committee (VPC) and schedule approval on a regular County Board of Commissioner Meeting agenda. Hudkins, Avery, Wiltgen and Amundson voted yes. Schorr abstained from voting. Motion carried 4-0, with one abstention.

**NOTE:** Also present for the discussion was Amy Dickerson, Lancaster Event Center Managing Director.

- 5     **A) CONDITIONS FOR LANCASTER COUNTY SPECIAL PERMIT NO. 16021 FOR HILLSIDE EVENTS, 12400 WEST DENTON ROAD; AND B) HILLSIDE EVENTS CONTINUED OPERATION** - David Cary, Director, Lincoln/Lancaster County Planning Department; Steve Henrichsen, Development Review Manager, Lincoln/Lancaster County Planning Department; Tom Cajka, Planner II, Lincoln/Lancaster County Planning Department; David Derbin, Deputy County Attorney; Mel Goddard, Chief Building Inspector, City of Lincoln Building and Safety Department; Scott Holmes, Environmental Public Health Division Manager, Lincoln-Lancaster County Health Department (LLCHD)

Tom Cajka, Planner II, Lincoln/Lancaster County Planning Department, gave an overview of conditions proposed by the applicant and other conditions for consideration that were discussed at previous briefings and the public hearing (see agenda packet).

Amundson referenced Condition 12, under Other Conditions, which states: *“Prior to occupancy, as required by Article 13.001aa(11), building permits will be obtained for all new construction and remodeling of existing buildings under this permit.”* She felt the building permits should also be “finalized” (approved). Chad Blahak, Building and Safety Director, appeared and said a final inspection would have to take place and have approved status before an occupancy permit would be issued.

Hudkins asked whether there is a difference in code between the City’s three-mile zoning jurisdiction and the County. Blahak said the City and County’s building codes are essentially the same.

Avery asked how Planning staff came up with their recommendations for number of attendees (see Conditions 1 and 2). Cajka said it was based on the average size of events. He added they felt limiting the number of large events to two per month would lessen the impact on neighbors and roads.

Schorr said she would prefer to have outdoor events conclude by 10:00 p.m. rather than 11:00 p.m. (see Condition 4) to reduce noise and so there is less chance of over serving alcohol. She also stated: 1) Requiring security at all events (see Condition 9, under Other Conditions) is too vague; 2) One of the neighbors had requested notification but it was not clear how that would occur; and 3) She is not supportive of City design standards for lighting in the County.

Hudkins expressed concern there could be an influx of applications if the Board expands the permits for these type of activities. He also pointed out that other venues have made significant investments to meet the zoning and code requirements.

Avery said Hudkins has a valid point but said he is concerned with generating more economic development activity in the rural parts of the County. He said this type of activity is going on but needs to be regulated.

Wiltgen noted enforcement of conditions will be based on complaints and thought it would be better to regulate the number of events that could be held than trying to count the number of attendees. Avery felt the applicant should be responsible for the head count. Cajka agreed that the applicant is responsible for meeting any and all conditions placed on the special permit and said a violation of the special permit would be a zoning code violation with Building and Safety responsible for enforcement. Blahak felt enforcement would be problematic. Wiltgen said he would be willing to compromise on Conditions 1 and 2 and allow events to be held from March 1<sup>st</sup> to November 30<sup>th</sup> and a higher limit of 275 attendees, as the applicant has suggested, but to limit the number of events to two per month.

Amundson felt the County Board is attempting to make zoning changes on a building that does not meet codes and is not approved for occupancy. She suggested the Board take a long-range view, questioning whether Hillside Events is really a facility the Board would want to use as a prototype for changes to zoning standards. Amundson disseminated several documents: 1) A Memorandum from Steve Henrichsen, Development Review Manager, Lincoln/Lancaster County Planning Department, regarding regulation compliance at Hillside Event Center; 2) Report and correspondence from the State Fire Marshal's Office regarding inspection of the facility and a plan for correction; 3) Related correspondence regarding standard requirement/conditions that would cover Building and Safety concerns (Exhibit D). She noted the owners of Hillside Events were notified on April 19<sup>th</sup> that the facility was not approved for occupancy and continued to hold events.

Schorr exited the meeting at 10:09 a.m.

Amundson said the State Fire Marshal indicated 15 conditions would need to be met. A plan for corrections was submitted on July 6<sup>th</sup> but has not been approved. She felt all the conditions should be met before the Board talks about potential zoning changes.

Schorr returned to the meeting at 10:13 a.m.

Wiltgen noted this was discussed in length at the June 30<sup>th</sup> County Board Staff Meeting and is addressed in Condition 12. He said the Board would not approve the special permit unless all of the Building and Safety issues have been addressed. Wiltgen said the property owners are not going to make that type of investment without direction from the County Board as to what use will be permitted.



Hudkins said the Board is taking the request and trying to adopt conditions to allow Hillside Events' activities. He said that template will apply across the County and felt the Board should open up the Comprehensive Plan and hold hearings so everyone who would be affected and the commercial establishments that have operated within the parameters of the law would have a chance to "weigh in." Hudkins also stressed that Hillside Events has violated the law and has continued to hold events after it was notified of the need to be in compliance. He said five of those events resulted in law enforcement being called out.

Schorr asked whether the Board is rewriting the zoning code. Cajka said no, explaining there is a special permit for an expanded home occupation in the zoning code. However, it doesn't address certain issues, such as number of attendees, number of events per year, and timing of events.

Schorr asked whether the Board could revoke a special permit. Cajka said it could if there was evidence that the conditions that were set were not being followed.

Further discussion took place regarding possible conditions.

Amundson noted the applicants have 12 events scheduled and is continuing to take reservations.

Hudkins urged the Commissioners to consider the impact to neighboring properties.

**MOTION:** Wiltgen moved and Avery seconded to proceed as follows: Eliminate Condition 1; Accept Conditions 2 and 3; Change the conclusion time for outdoor events in Condition 4 from 11:00 p.m. to 10:00 p.m.; Accept Conditions 8 and 12.

**FRIENDLY AMENDMENT:** Schorr offered a friendly amendment to: Accept Condition 6, including the proposed staff revision; Change the maximum number of persons allowed in Condition 2 from 275 to 250; Eliminate Conditions 9, 10 and 11; and Limit the special permit to two years, at which time it would be re-evaluated.

The maker of the motion and the seconder accepted the friendly amendment.

**FRIENDLY AMENDMENT:** Amundson offered a friendly amendment to change Condition 12 to state that all permits must be in approved status.

The maker of the motion did not accept the friendly amendment, explaining it is a moot point because the applicant must be in compliance prior to occupancy.

Terry Kathe, Zoning Coordinator, Building and Safety Department, appeared and explained all the permits are “finaled” before an occupancy permit is issued.

**FRIENDLY AMENDMENT:** Amundson offered a friendly amendment to change Condition 12 to state a certificate of occupancy issued by the Building and Safety Department is required.

The maker of the motion and the seconder accepted the friendly amendment.

**AMENDMENT:** Hudkins moved and Amundson seconded to include Condition 1.

Amundson withdrew her second. The motion to amend the motion failed for the lack of a second.

David Derbin, Deputy County Attorney, recommended that Condition 8 be reworded to state that any individual or entity dispensing alcohol be licensed under the Nebraska Liquor Control Act.

Schorr asked Derek Zimmerman of the Baylor Evnen Law Firm, which represents the applicants, whether the building will be used for an event scheduled for July 16<sup>th</sup>. Zimmerman said he does not have that information but will see that it is provided to the Board prior to the July 12, 2016 County Board of Commissioners Meeting. **NOTE:** A resolution in the matter of County Special Permit No. 16021, expanded home occupation for Hillside Events on property generally located at 12400 West Denton Road, Lancaster County, Nebraska will be considered at that time. Zimmerman said his clients are aware that they must meet all permitting requirements and have been working with the Building and Safety Department and the State Fire Marshal's Office to get that done. Schorr said she will ask that the list of events be attached to the special use permit.

Additional discussion took place regarding conditions, which were summarized as follows:

- Events up to 250 persons are allowed two days in any one calendar month from March 1<sup>st</sup> through November 30<sup>th</sup>.
- Any outside music is not allowed to use speakers or other forms of amplification.
- Any portion of an event held outdoors must conclude by 10:00 p.m.
- Fireworks are not allowed except on July 3<sup>rd</sup> and 4<sup>th</sup>.
- Owners shall provide a landscape plan that shows a 60% screen from the ground to 10 feet above the ground along the south and east property lines adjacent to any outdoor area or parking lot.

- The special permit is granted for two years from the date of the County Board's approval.
- Any individual or entity dispensing alcohol on-site must be licensed under the Nebraska Liquor Control Act.
- Prior to occupancy, as required by Article 3.001aa (11) of the Lancaster County Zoning Resolution, the Building and Safety Department must approve the final certificate of occupancy for all new construction and/or remodeling of existing buildings under the special permit.

Hudkins inquired about security measures. Wiltgen said security is not defined in the law. Schorr felt it should be left to the discretion of the applicant.

There was consensus to notify individuals who sent emails to the County Board on this issue that final action will be taken at the July 12<sup>th</sup> County Board of Commissioners Meeting.

**ROLL CALL ON THE MOTION AS AMENDED:** Avery, Wiltgen and Schorr voted yes. Hudkins and Amundson voted no. Motion carried 3-2.

**NOTE:** Also present for the discussion were Mel Goddard, Chief Building Inspector, City of Lincoln Building and Safety Department; Scott Holmes, Environmental Public Health Division Manager, Lincoln-Lancaster County Health Department (LLCHD); and Terry Wagner, Lancaster County Sheriff.

**6 LABOR NEGOTIATIONS (EXECUTIVE SESSION)** - Doug McDaniel, Human Resources Director; Nicole Gross and Amy Sadler, Compensation Technicians; Kristy Bauer, Deputy Lancaster County Attorney

**MOTION:** Hudkins moved and Wiltgen seconded to enter Executive Session at 10:54 a.m. for the purpose of protecting the public interest with regards to labor negotiations. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.

The Chair restated the reason for the Board entering Executive Session.

**MOTION:** Schorr moved and Wiltgen seconded to exit Executive Session at 11:20 a.m. Avery, Wiltgen, Schorr, Hudkins and Amundson voted yes. Motion carried 5-0.

## **ADDITIONS TO THE AGENDA**

### **A. Lunch with the District Court Judges**

It was noted the Board will have lunch with the District Court Judges in the Third Floor Conference Room of the Justice and Law Enforcement Center on July 12, 2016.

### **7 BUDGET UPDATE - Dennis Meyer, Budget and Fiscal Officer**

Dennis Meyer, Budget and Fiscal Officer, disseminated updated copies of Fiscal Year (FY) 2016-17 Budget Requests: Expenditures by Percentage Increase - Departments over 3.30% (Exhibit E). He said the increase over last year's budget is approximately \$1,000,000, which includes an additional \$1,000,000 for County Engineering. Meyer said he has projected a 2.75% increase in property valuations will make up the \$1,000,000 increase to the budget.

There was consensus to schedule budget discussion with the County Engineer on the July 21<sup>st</sup> County Board Staff Meeting agenda and to ask the County Engineer to prioritize projects. Meyer said he will provide the County Engineer's budget numbers to the Board beforehand.

Discussion took place regarding vehicle requests. Amundson suggested that the Mental Health Crisis Center's two vehicles, which have low utilization, be moved to Community Corrections. In exchange, one of Community Corrections' older, higher mileage vehicles will be moved to Crisis Center. There was consensus to move forward with that plan. There was also consensus to also purchase one new vehicle for Community Corrections, provided the Director identifies what vehicle she wants for the department. The new vehicle is to be assigned to the highest risk use.

Schorr asked Meyer whether he has had further conversations with the City about sharing in the costs of a new pickup for Weed Control. Meyer said he has not because it did not appear the Board was willing to purchase a new pickup for Weed Control.

Amundson noted the County owns 234 vehicles and suggested that consideration be given to forming a motor pool.

### **8 ACTION ITEMS**

- A. Approval of Credit Applications for the County Engineer: NEI Customer Credit Sales Profile; and John Q. Hammons Hotel, Inc.

Item was dropped from the agenda.

## 9 CONSENT ITEMS

There were no consent items.

## 10 ADMINISTRATIVE OFFICER REPORT

- A. 2016 Combined Charitable Campaign - (Kick-off Luncheon, September 27, 2016)

Informational only.

- B. Claim for Review - Payment Voucher (PV) 533022 to Robidoux Inc, Submitted by the County Engineer in the Amount of \$3,145.00. The Amount of This Purchase Requires a Purchase Order.

Item was moved forward on the agenda.

- C. Claim for Review - Payment Voucher (PV) 533485 to Scott Etherton, Mental Health Crisis Center Director, in the Amount of \$1,042.51. A total of \$454.47 of This Claim is Beyond the 90-Day Time Period.

Scott Etherton, Mental Health Crisis Center Director, gave an explanation of the claim.

Schorr noted receipts were submitted showing shipment to his home address with payment through his PayPal account and from Sam's Club in the name of Etherton Properties.

Hudkins asked Etherton whether he had been working with the Purchasing Department and had been authorized to purchase items in that manner. Etherton said he didn't believe Purchasing would have been able to handle these purchases as they are for very specific products. Hudkins informed Etherton he should discuss any purchase with Purchasing as they may be able to secure a better price.

**MOTION:** Schorr moved and Avery seconded to handle the claim through the regular claims process.

Etherton was informed he should no longer have business items shipped to his home address and should use the approved methods of payment rather than his personal PayPal account.

**ROLL CALL:** Hudkins, Avery, Wiltgen, Schorr and Amundson voted yes. Motion carried 5-0.

D. Whistle Blower Policy

Gwen Thorpe, Deputy Chief Administrative Officer, said she is working on a written policy for the Board's consideration.

**11 PENDING**

There were no pending items.

**12 DISCUSSION OF BOARD MEMBER MEETINGS**

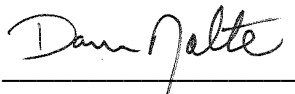
There were no meeting reports.

**13 EMERGENCY ITEMS AND OTHER BUSINESS**

There were no emergency items or other business.

**14 ADJOURNMENT**

**MOTION:** Schorr moved and Wiltgen seconded to adjourn the meeting at 12:02 p.m. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.



Dan Nolte  
Lancaster County Clerk





May 2015 Storm Damage FEMA PWs											Details											
	NEMA project #	FEMA project #	Data collected	Data to FEMA	FEMA req. add. info	PW sent to QC	QC req. changes	LCED req. changes	PW NEMA approved	PW \$	PW Mit. \$	Estimates	Mitigation Estimates	Replacement Estimates	Fed %	Fed \$	Check/Inv#	State %	State \$	Local %	Local \$	
Category A	Debris 30 days	43	LAJL11A						10/13/2015	\$ 28,329.02		\$ 28,329.02			85%	\$ 24,079.67	778942	7.5%	\$ 2,124.68	7.5%	\$ 2,124.68	
	Debris 90 days	43v2	LAJL11A						11/16/2015	\$ 41,286.60		\$ 41,286.60			80%	\$ 33,029.28	778942	10.0%	\$ 4,128.66	10.0%	\$ 4,128.66	
	Debris 180 days	43v3	LAJL11A	including debris contract						3/21/2016	\$ 532,697.48		\$ 460,407.00			75%	\$ 399,523.11		12.5%	\$ 66,587.19	12.5%	\$ 66,587.19
<b>Category A Total</b>										\$ 602,313.10		\$ 530,022.62				\$ 456,632.06			\$ 72,840.52		\$ 72,840.52	
Category B	Emergency	162	LAJL23B						1/4/2016	\$ 10,533.56		\$ 10,533.56			75%	\$ 7,900.17	778942	12.5%	\$ 1,316.70	12.5%	\$ 1,316.70	
	<b>Category B Total</b>										\$ 10,533.56		\$ 10,533.56				\$ 7,900.17			\$ 1,316.70		\$ 1,316.70
Category C	Culverts - done	174	LAJL19C						1/4/2016	\$ 37,634.98		\$ 37,634.98			75%	\$ 28,226.24	778942	12.5%	\$ 4,704.37	12.5%	\$ 4,704.37	
	Culverts - future	191	LACP12C						1/28/2016	\$ 8,045.68		\$ 8,035.68			75%	\$ 6,034.26	192471	12.5%	\$ 1,005.71	12.5%	\$ 1,005.71	
	<b>Culverts Total</b>										\$ 45,680.66		\$ 45,670.66				\$ 34,260.50			\$ 5,710.08		\$ 5,710.08
	Roads (Dist 1 & 2)	292	LAJL20C						4/5/2016	\$ 71,701.18		\$ 74,000.00			75%	\$ 53,775.89	195717	12.5%	\$ 8,962.65	12.5%	\$ 8,962.65	
	Roads (Dist 3)	291	LAJL21C						3/21/2016	\$ 328,301.41		\$ 263,000.00			75%	\$ 246,226.06		12.5%	\$ 41,037.68	12.5%	\$ 41,037.68	
	Roads (Dist 4)	293	LAJL22C						3/21/2016	\$ 144,862.75		\$ 153,000.00			75%	\$ 108,647.06		12.5%	\$ 18,107.84	12.5%	\$ 18,107.84	
	<b>Roads Total</b>										\$ 544,865.34		\$ 490,000.00				\$ 408,649.01			\$ 68,108.17		\$ 68,108.17
	M-23	227	LARD33C						3/2/2016	\$ 24,139.60	\$ 17,276.70	\$ 37,249.00	\$ 41,862.00	\$ 937,565.00	75%	\$ 31,062.23	193660	12.5%	\$ 5,177.04	12.5%	\$ 5,177.04	
	S-65	226	LARD35C						3/2/2016	\$ 16,297.88	\$ 14,831.78	\$ 17,720.57	\$ 40,334.30	\$ 1,060,597.00	75%	\$ 23,347.25	193660	12.5%	\$ 3,891.21	12.5%	\$ 3,891.21	
	G-2	287	LARD37C						5/18/2016	\$ 17,684.95	\$ 12,641.05	\$ 43,428.00		\$ 2,305,257.00	75%	\$ 22,744.50	198425	12.5%	\$ 3,790.75	12.5%	\$ 3,790.75	
	T-171	285	LARD31C	Denied 3/24/2016 - Certified letter arrived 4/14/2016							\$ 98,573.07	\$ 72,087.42	\$ 200,496.00		\$ 879,248.00	75%	\$ 127,995.37		12.5%	\$ 21,332.56	12.5%	\$ 21,332.56
	N-19	286	LARD34C	Reduced by FEMA							\$ 16,622.95	\$ -	\$ 200,496.00	\$ 225,071.00	\$ 879,248.00	75%	\$ 12,467.21		12.5%	\$ 2,077.87	12.5%	\$ 2,077.87
	X-30	253	LARD36C						3/21/2016	\$ 96,646.29	\$ 74,019.09	\$ 123,239.28	\$ 204,740.00	\$ 940,950.00	75%	\$ 127,999.04		12.5%	\$ 21,333.17	12.5%	\$ 21,333.17	
	K-144	248	LARD38C						3/21/2016	\$ 64,648.06	\$ 59,465.35	\$ 226,364.00	\$ 63,501.00	\$ 1,223,684.00	75%	\$ 93,085.06		12.5%	\$ 15,514.18	12.5%	\$ 15,514.18	
	E-117		LARD32C							\$ 235,656.55	\$ 86,763.88	\$ 267,601.00		\$ 816,193.00	75%	\$ 241,815.32		12.5%	\$ 40,302.55	12.5%	\$ 40,302.55	
H-207	284	LARD30C						5/13/2016	\$ 101,249.67	\$ 116,804.36	\$ 111,613.50	\$ 261,544.52	\$ 2,483,698.00	75%	\$ 163,540.52		12.5%	\$ 27,256.75	12.5%	\$ 27,256.75		
<b>Bridges</b>										\$ 671,519.02	\$ 453,889.63	\$ 1,228,207.35	\$ 837,052.82	\$ 11,526,440.00								
<b>Bridges w/Mit</b>										\$ 1,125,408.65		\$ 2,065,260.17				\$ 1,297,946.12			\$ 140,676.08		\$ 140,676.08	
<b>Category C Total</b>										\$ 1,715,954.65		\$ 2,600,930.83				\$ 1,740,855.62			\$ 214,494.33		\$ 214,494.33	
<b>Disaster Total</b>										\$ 2,919,347.31		\$ 3,677,157.67				\$ 2,648,297.34			\$ 362,469.80		\$ 362,469.80	
										Actual	Estimates			FEMA \$			NEMA \$			County \$		

Amount Recv to date: **\$ 230,199.47**

May 2015 Storm Damage NEMA PWs										Details										
	NEMA project #	Data collected	Data to FEMA	FEMA req. add. info	PW sent to QC	QC req. changes	LCED req. changes	PW approved	PW \$	PW Mit. \$	Estimates	Mitigation Estimates	Replacement Estimates	State %	State \$	Check #	Local %	Local \$		
Bridges	H-115										\$ 150,000.00				\$ -			\$ -		
	Y-181										\$ 200,000.00				\$ -			\$ -		
<b>Bridges Total</b>												\$ 350,000.00			\$ -			\$ -		



tabbles®  
EXHIBIT  
**B**

W PIONEERS BLVD

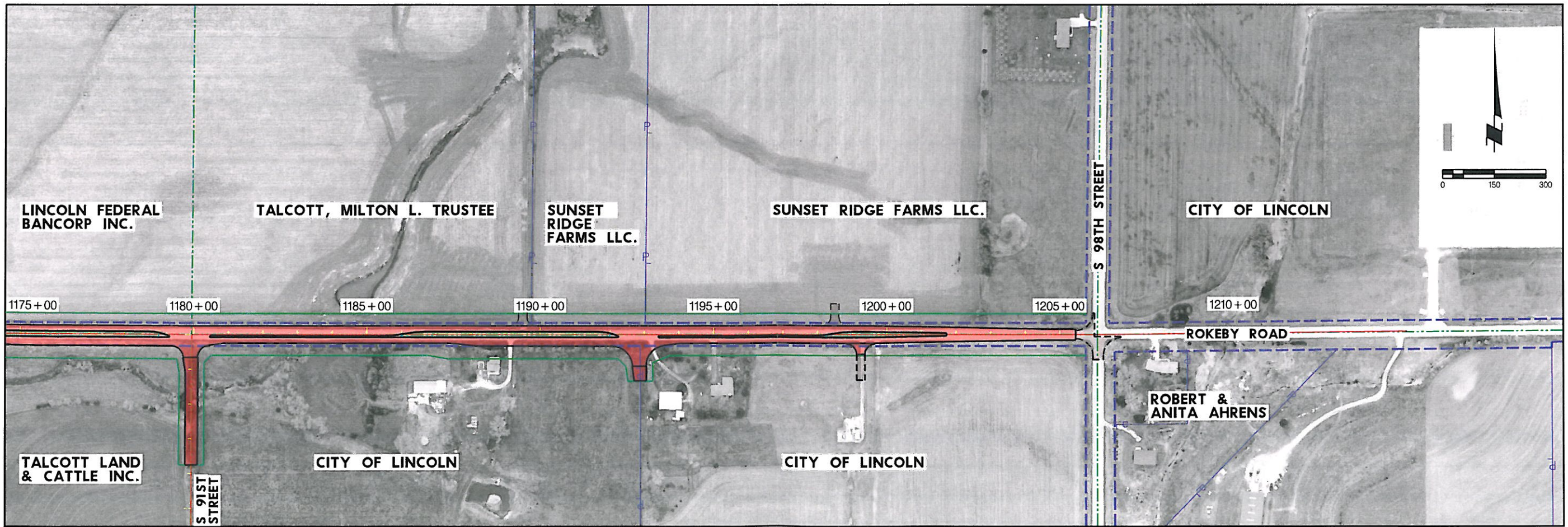
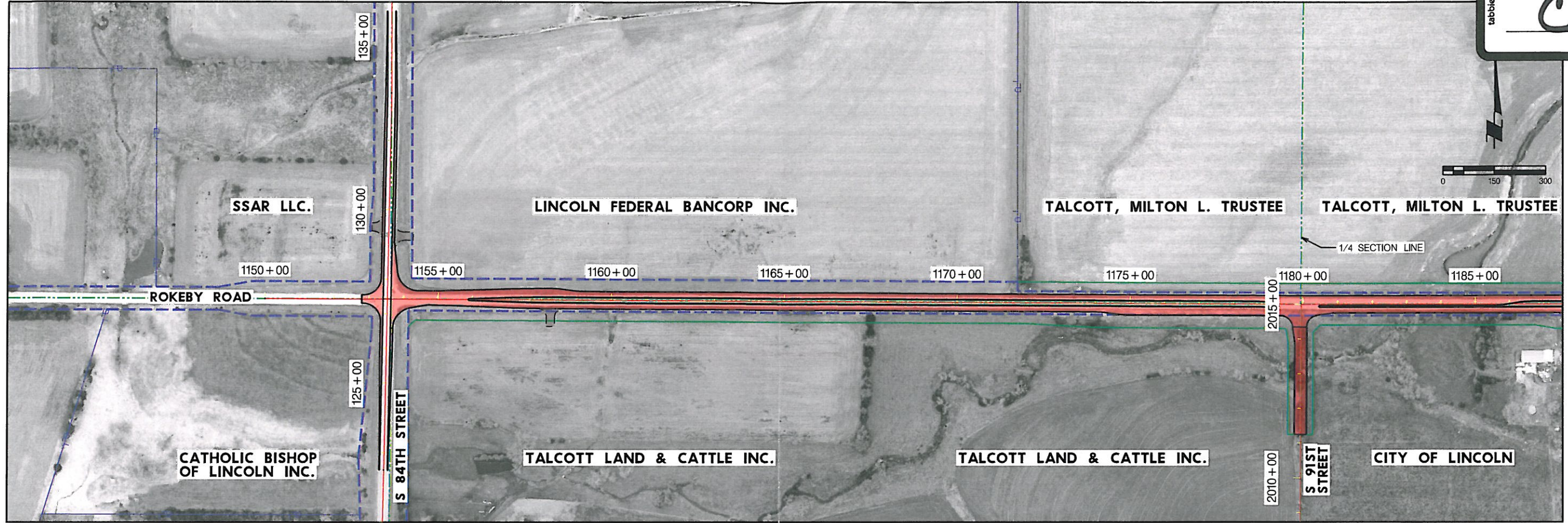
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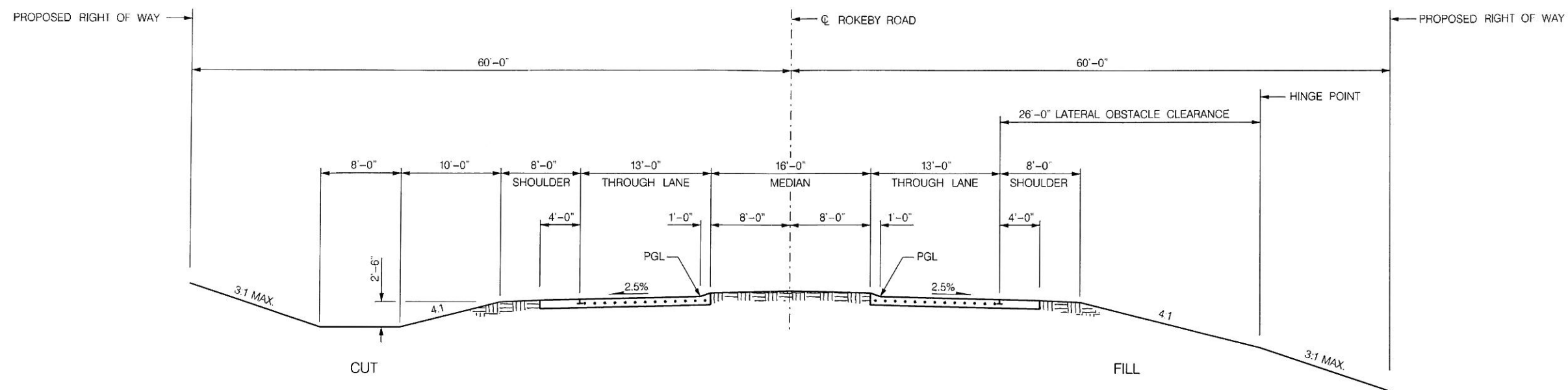


# ROKEBY ROAD - S 84TH ST. TO S 98TH ST.

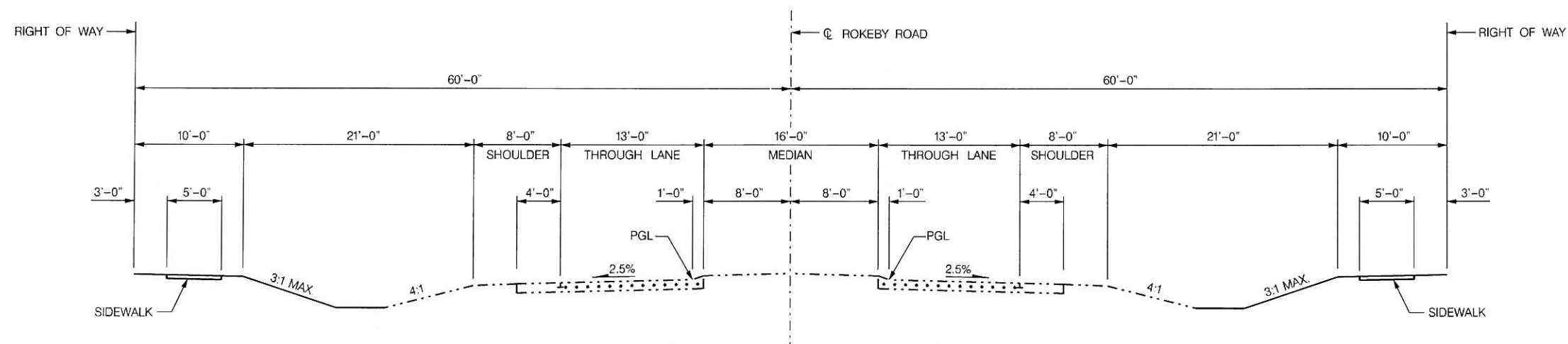
EXHIBIT  
C





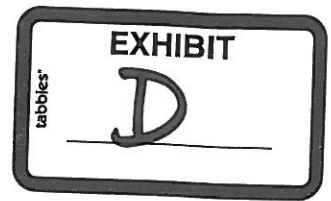


ROKEBY ROAD TYPICAL SECTION



ROKEBY ROAD TYPICAL WITH FUTURE GRADING FOR SIDEWALKS  
(COMPLETED AS PART OF GRADING FOR ADJACENT DEVELOPMENT)





## MEMORANDUM

**TO:** Lancaster County Board

**FROM:** Stephen Henrichsen, Planning Department

**SUBJECT:** Regulation Compliance at 12400 West Denton Road: Proposed Special Permit #16021 for Hillside Event Center

**DATE:** June 29, 2016

**CC:** Mark Hunzeker  
Terry Kathe, Chad Blahak, Mel Goddard, Building & Safety  
Dave Derbin, County Attorney  
Sean Fintel

At the public hearing on June 28<sup>th</sup>, there were several references to the state of compliance with zoning and building code regulations at 12400 West Denton Road, which has been operating as the Hillside Event Center. To be clear, the use of this property is not in compliance with either zoning or building/fire code regulations. The Building & Safety Department, Planning Department and County Attorney's Office have told the owners that they should not operate on the site until they are in full compliance with all zoning regulations and all building and fire codes. It is very important for the public's safety that they not operate an indoor facility that does not meet all the building and fire codes.

As of April 19, 2016, the owners were notified the building was not approved for occupancy. It is our understanding that despite this notification they have continued to hold large events in the building.

We understand that there is a substantial cost involved in meeting fire and building codes. That is why the applicants have chosen not to make all the building changes to bring the facility into compliance with the State of Nebraska Fire Marshall requirements. Since the facility is not yet compliant, the applicants should have ceased all operations until the special permit decision is made. If the special permit is approved, they should complete all the fire and building code improvements before hosting any events.

f:\DevReview\SP\16000\SP16021 Memo to County Board.docx

Lincoln City-Lancaster County Planning Department  
555 S. 10th St., Rm. #213 • Lincoln NE 68508  
Phone: (402) 441-7491 • Fax: (402) 441-6377

**STATE OF NEBRASKA\*STATE FIRE MARSHAL**  
**246 SOUTH 14<sup>TH</sup> STREET**  
**LINCOLN, NE 68508-1804**

Page 1 of 3

	Fee Sheet number:						
Facility Name <p style="text-align: center;">Hillside Events</p>	Occupant Street Address <p style="text-align: center;">12400 West Denton Road</p>						
Operator & Phone number <p style="text-align: center;">Tyler &amp; Melissa Smith, hillside.events@yahoo.com</p>	City / Town <p style="text-align: center;">Denton</p>						
Owner / Address / Phone number/Email <p style="text-align: center;">Tyler &amp; Melissa Smith 12400 West Denton Road Denton, NE 68339</p>	County <p style="text-align: center;">Lancaster</p>						
	How Occupied <p style="text-align: center;">New Assembly</p>						
Occupant load <p style="text-align: center;">OCC: 426 inside</p>	Date of Inspection <p style="text-align: center;">4-19-16</p>	Fee Card <table style="width: 100%; text-align: center;"> <tr> <td>YES</td> <td>NO</td> <td>XX</td> <td>N/A</td> </tr> </table>		YES	NO	XX	N/A
YES	NO	XX	N/A				
<b>ORDER</b>							

Contact person/number : Tyler or Melissa Smith, 402-304-3179 or 402-450-2559  
Initial inspection : 4-19-16  
Revisit inspection : N/A  
Hours of operation : TBD  
Plan review numbers : NONE

This facility was inspected on 4-19-16 per the request of the owners. In addition to the owners request there has been two complaints on this facility for fire code violations. At the current time the Event Center of this facility is NOT approved for occupancy. The following deficiency will need to be corrected before the Event Center at this facility can be approved for use and to occupancy.

1. Shall submit plans and a permit to the Fire Marshal Office for the change in occupancy for the Event Center building. NFPA 1, 1.2
2. Shall submit plans for the fire alarm system. On the day of inspection the main room is designed as a multipurpose room able to hold 426 people. NFPA 1, 1.2
3. Shall install a fire alarm system for the building NFPA 101, 12.3.4
4. The north exit shall terminate at a public way or at an exterior exit discharge, yard, court, open space away from the building. NFPA 101, 7.7
5. The main exit door and the northwest exit door shall not have abrupt changes in elevation of the walking surface. On the day of inspection these doors had thresholds that had an elevation change greater than ½ inch in change. NFPA 101, 7.1.6.2 and 7.2.1.3
6. The main exit door shall be level on both sides of the door. On the day of inspection when stepping through the front door, going to the south, there is a ramp that starts at the door jam. NFPA 101, 7.2.1.3
7. The main exit door and the northwest exit door shall swing in the direction of egress. On the day of inspection these doors opened to the inside. NFPA 101, 7.2.1.4.2
8. All the exit doors shall have panic hardware installed on them. NFPA 101, 12.2.2.2.3
9. The main exit door shall be designed to accommodate half of the occupant load for exiting. On the day of inspections the occupancy for the building was 426. The front door shall be able to exit 213 people. The front door is a 36 inch door with a capacity of 180 people. NFPA 101, 7.3.3.1 and 12.2.3.3
10. Shall provide exit doors in such widths and numbers to accommodate 426 people. On the day of inspection there were two exit doors out of the main room. Both these exit doors are 36 inch

STATE OF NEBRASKA\*STATE FIRE MARSHAL  
246 SOUTH 14<sup>TH</sup> STREET  
LINCOLN, NE 68508-1804

Page 2 of 3

doors with an egress capacity of 180 people for each door. The occupant load for the space is 426. NFPA 101, 12.2.4 and 7.3.3.2

Note: the kitchen exit door cannot be used as an exit door for the large assembly room. NFPA 101, 12.2.5.2

11. Shall provide emergency lighting throughout the inside of the building to provide enough emergency lighting for not less than 1 foot candle of lighting throughout the exiting pathway. This emergency lighting shall be on the lighting circuit that it serves. NFPA 101, 7.9.2 and 12.2.9
12. Shall provide emergency lighting on the outside of the building to provide enough emergency lighting for not less than 1 foot candle of lighting throughout the exiting pathway to a public way or a safe distance away from the building. This emergency lighting shall be on the lighting circuit that it serves. NFPA 101, 7.9.2 and 12.2.9
13. Shall provide documentation of the flame spread rating for the interior wall and ceiling finish material. This finish will need to class A or class B in the assembly area. NFPA 101, 12.3.3.3
14. Shall provide documentation that the electrical system has been inspected and approved. NFPA 101, 12.5.1,9.1 and NFPA 70
15. Shall install an address on the building. NFPA 1, 10.13.1.1

Note 1: At the current time this building does not have heating or cooling in the building.

Note 2: The approximant size of the large assembly room is 50.7 feet by 59 feet.

Note 3: This inspection does not determine compliance with the State of Nebraska Accessibility Guidelines. This determination shall be done by the local jurisdiction. (Lancaster County inspections)

All items must be corrected to comply with the laws of the State of Nebraska and with rules and regulations adopted by the State Fire Marshal as mandated by section 81-502 to 81-541.01

It is the duty of the owner or person in charge of the above-named facility to immediately take measures to bring the facility into compliance with state regulations. **ALL CORRECTIONS SHALL BE MADE AND ALL ITEMS CORRECTED ON OR BEFORE. Before the Building can be occupied.**

If you have questions on this Order, contact Deputy, Clinton Rossman, by phone at 402-416-3040, or by Email at clint.rossman@nebraska.gov

---

Witness my signature at Lincoln Nebraska this 18<sup>th</sup> day of May 2016

By:   
Deputy State Fire Marshal Clinton Rossman, #8727

**STATE OF NEBRASKA\*STATE FIRE MARSHAL  
246 SOUTH 14<sup>TH</sup> STREET  
LINCOLN, NE 68508-1804**

**Page 3 of 3**

Hillside Events response:

1. Hillside Events will have plans submitted by 5/30/16 to the Fire Marshall's office. We are currently in the process of contacting architect and engineer to get plans finalized.
2. Hillside Events shall submit plans for the fire alarm system by 5/30/16. We are working with our architect to get the fire alarm system finalized.
3. Depending on final outcome of meeting Hillside Events may or may not be required to install a fire alarm system. If a system is required plans will be submitted by 5/30/16.
4. The plans for the north exit walkway will be submitted on the plans in number 1 by 5/30/16.
5. The thresholds will be replaced by with the correct thresholds by 6/10/16. It will take a few weeks to get the thresholds here, as we have to order them and have them shipped.
6. The main exit door levelness will be corrected by 6/30/16.
7. The main exit door and the northwest exit shall swing in the direction of egress. The main exit door swings in the direction of egress currently. The northwest exit door will be turned around so it will swing in the direction of egress, the northwest door will be corrected by 5/21/16 prior to our next event.
8. Panic hardware will be installed prior to our next event on 5/21/16 on both the main door and the northwest door.
9. Plans will be submitted by 5/30/16 with a plan for occupant load number, we are currently working with our architect on finalizing the plans. In the meantime events inside the building will be kept under 200 people. Upon request we can submit events booked and number of guests for each event.
10. Plans will be submitted by 5/30/16 with a plan for occupant load number, we are currently working with our architect on finalizing the plans. In the meantime events inside the building will be kept under 200 people. Upon request we can submit events booked and number of guests for each event.
11. Plans for emergency lighting inside of the building will be submitted with the plans in number 1 by 5/30/16, emergency lighting will be installed by 7/19/16. It will take a few weeks to get the lighting order in, then another week or two to get them installed, and a few weeks to get all proper permits pulled.
12. Plans for emergency lighting outside of the building will be submitted with the plans in number 1 by 5/30/16, emergency lighting will be installed by 7/19/16. It will take a few weeks to get the lighting order in, then another week or two to get them installed, and a few weeks to get all proper permits pulled.
13. Hillside Events will provide documentation of the flame spread rating by 7/30/16. If we cannot, we will apply another product to meet the rating by 7/30/16.
14. Hillside Events will provide inspections and approval for electrical by 8/30/16, as we are currently working with building and safety with an exact plan.
15. Hillside Events will identify the building with a sign by 7/30/16.

Thank you,

Melissa and Tyler Smith  
Hillside Events

Hillside Events Dates and sizes of parties:

5/21 Wedding and reception 150-175 people  
5/28 Wedding and reception 150 people  
6/4 Wedding only (outside) 275 people  
6/18 Wedding and reception 200 people  
6/25 Wedding and reception 200 people  
7/16 Wedding only (outside) 300 people  
8/13 Wake for deceased 100 people  
8/20 Wedding only (outside) 200 people  
9/3 Wedding and reception 200 people  
9/4 Wedding and reception 200 people  
9/10 Wedding and reception 175 people  
9/16 Wedding and reception 150 people  
9/17 Wedding only (outside) 250 people  
9/24 Wedding and reception 100 people  
10/1 Wedding and reception 275 people  
10/7 Wedding and reception 200 people  
10/8 Wedding and reception 200 people  
10/15 Wedding only (outside) 300 people

# STATE OF NEBRASKA



Pete Ricketts  
Governor



Jim Heine  
Fire Marshal


05/20/16

Tyler & Melissa Smith  
Hillside Events  
12400 West Denton Road  
Denton, NE. 68339

Mr. & Mrs. Smith

On 4/19/2016 your facility Hillside Events was inspected by the State Fire Marshal's Office after receiving a concern regarding life safety. Orders were written by Deputy Clint Rossman regarding life safety issues on May 18, 2016. On May 20, 2016 I received a plan of correct from Hillside Events, that plan of correction was reviewed and was found to be acceptable. Please be advised that it is important that you follow the plan of correction that was submitted to this Office and approved.

Please be advised that with the approval of your plan of correction you may operate your business until you are approved for occupancy or the final date listed on your plan of correction.

  
Bob Sleight  
Chief Deputy  
NE State Fire Marshal

MAIN OFFICE  
 DISTRICT A  
246 South 14<sup>th</sup> Street  
Lincoln, NE 68508-1804  
(402) 471-2027

DISTRICT B  
438 West Market  
Albion, NE 68620-1241  
(402) 395-2164

FUELS DIVISION  
 DISTRICT 1 Pipeline  
246 South 14<sup>th</sup> Street  
Lincoln, NE: 68508-1804  
(402) 471-9465

TRAINING DIVISION  
3547 W Capital Ave  
Grand Island, NE 68801  
(308) 385-6892

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STATE OF NEBRASKA\*STATE FIRE MARSHAL  
246 SOUTH 14<sup>TH</sup> STREET  
LINCOLN, NE 68508-1804

Page 3 of 3

Hillside Events response.

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2. Hillside Events shall submit plans for the fire alarm system by 5/30/16. We are working with our architect to get the fire alarm system finalized.
3. Depending on final outcome of meeting Hillside Events may or may not be required to install a fire alarm system. If a system is required plans will be submitted by 5/30/16.
4. The plans for the north exit walkway will be submitted on the date a number 1 by 5/30/16.
5. The threshold will be replaced by with the correct dimensions by 5/30/16. It will take a few weeks to get the thresholds here, as we have to order them and have them shipped.
6. The main exit door levelness will be corrected by 6/30/16.
7. The main exit door and the northwest exit shall swing in the direction of egress. The main exit door swings in the direction of egress currently. The northwest exit door will be turned around so it will swing in the direction of egress. The northwest door will be corrected by 5/31/16 prior to our next event.
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Thank you,

Walters and Tyler Smith  
Hillside Events

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6/4 Wedding only (outside) 275 people  
6/18 Wedding and reception 200 people  
6/26 Wedding and reception 200 people  
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8/13 Wake for deceased 100 people  
8/20 Wedding only (outside) 200 people  
9/3 Wedding and reception 200 people  
9/4 Wedding and reception 200 people  
9/10 Wedding and reception 175 people  
9/16 Wedding and reception 150 people  
9/17 Wedding only (outside) 230 people  
9/24 Wedding and reception 150 people  
10/1 Wedding and reception 275 people  
10/7 Wedding and reception 200 people  
10/8 Wedding and reception 200 people  
10/15 Wedding only (outside) 300 people

**APPROVED**

**By Bob Sleight at 2:39 pm, May 20, 2016**

NSFM-02.2001



# RE: Plan completion

RC Rossman, Clint <clint.rossman@nebraska.gov>  
Fri 7/1  
Amundson, Roma ✓

  Reply all. 1 ✓

 Action Items 

Roma

Thanks for the question. I was typing and talking on the phone at the same time and did not make the dates as clear as it should have been. As of today Melissa has not submitted plans to the Fire Marshal's Office for review. Mellissa has sent me two different sets of plans for me to look at for my comments. This was not the official documentation as they were still trying to figure out the lay out what they wanted to do. This was not a completed set of plans. What she still needs to do is fill out the plan review paper work and officially submit all the plans to the Fire Marshal office with the fees. Again this not go to me as stated on line item 1 in the report. Also I have sent Mellissa a link to the Fire Marshals web site so she can print off the plan review paper work. I will be on vacation until July 11<sup>th</sup> and I will follow up with this when I get back.

Thanks and have a good day

**Clint Rossman**

Deputy State Fire Marshal 8727

246 South 14<sup>th</sup> Street

Lincoln, NE 68508-1804

Cell: 402-416-3040

Office: 402-471-2590

Fax: 402-471-3118

[Clint.rossman@nebraska.gov](mailto:Clint.rossman@nebraska.gov)

[www.sfm.nebraska.gov](http://www.sfm.nebraska.gov)

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**From:** Amundson, Roma [mailto:Roma.Amundson@homerealestate.com]

**Sent:** Friday, July 01, 2016 12:25 PM

**To:** Rossman, Clint

**Subject:** Re: Plan completion

Clint:

Thanks for the info. I am a little confused by the dating -- you wrote this on 7-1-2016, and you said that as of "today 6-30-2016" that no plans have been submitted. Do you mean "today," as in July 1, 2016?

Bob Sleight wrote an e-mail today at 9:48 that no plans have been received at the Fire Marshal's Office.

Today, Melissa wrote at 8:57 that plans for architectural, fire alarm system plan, and electrical emergency lighting plan has been submitted to you, Clint Rossman.

Please let me know what the case is.

Roma Amundson, Lancaster County Commissioner, District #4

*Thank you, and have a blessed day!*

*Roma B. Amundson*

Roma B. Amundson

ABR, AHWD, CRS, e-pro, GRI

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Lincoln, NE 68528

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[www.icanfindhomes.com](http://www.icanfindhomes.com)

[roma@icanfindhomes.com](mailto:roma@icanfindhomes.com)

[Roma.Amundson@HomeRealEstate.com](mailto:Roma.Amundson@HomeRealEstate.com)

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---

**From:** Rossman, Clint <[clint.rossman@nebraska.gov](mailto:clint.rossman@nebraska.gov)>  
**Sent:** Friday, July 1, 2016 10:20 AM  
**To:** Amundson, Roma  
**Subject:** FW: Plan completion

Roma

Thanks for the phone call. I have attached your request for the Hill Side Event Center. As of today 6-30-16 no plans have been submitted to the Fire Marshal's Office.

Thanks

**Clint Rossman**

Deputy State Fire Marshal 8727

246 South 14<sup>th</sup> Street

Lincoln, NE 68508-1804

Cell: 402-416-3040

Office: 402-471-2590

Fax: 402-471-3118

[Clint.rossman@nebraska.gov](mailto:Clint.rossman@nebraska.gov)

[www.sfm.nebraska.gov](http://www.sfm.nebraska.gov)

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**From:** Rossman, Clint  
**Sent:** Friday, July 01, 2016 9:48 AM  
**To:** 'Hillside Events'; Mark A. Hunzeker; Deb E. Schorr; [mgoddard@lincoln.ne.gov](mailto:mgoddard@lincoln.ne.gov)  
**Cc:** Bob Sleight  
**Subject:** RE: Plan completion

Melissa

Thanks for the update. As per the orders written on 5-18-16, plans are to be submitted to the Nebraska State Fire Marshal's Office at 246<sup>th</sup> South 14<sup>th</sup> Street, Lincoln Nebraska. Per your approved plan of correction plans are to be submitted to the Fire Marshal's Office prior to 5-30-16 for review. As of 0915 hours on 7-1-16, these plans have not been received at the Fire Marshal's Office.

Failure to follow your plan of correction will result in your plan of correction being denied.

Attached is the original orders on the event center and your Plan of correction for reference.

If you have any question please call or email.

Thanks

**Clint Rossman**

Deputy State Fire Marshal 8727

246 South 14<sup>th</sup> Street

Lincoln, NE 68508-1804

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**From:** Hillside Events [<mailto:hillside.events@yahoo.com>]

**Sent:** Friday, July 01, 2016 8:57 AM

**To:** Mark A. Hunzeker; Deb E. Schorr; Rossman, Clint; [mgoddard@lincoln.ne.gov](mailto:mgoddard@lincoln.ne.gov)

**Subject:** Plan completion

Hello,

I just wanted to give an update on what has been completed on our plan of correction with the state fire marshal.

Architectural, fire alarm system plan, and electrical emergency lighting plan has been submitted to Clint Rossman. These plans also included the occupant load number and the north exit walkway on them as well.

The main and northwest exits swing in the direction of egress and have panic hardware installed on both doors.

There are no events scheduled from now until August 13th.

Thank you,

Melissa Smith

Sent from my iPhone

Begin forwarded message:

**From:** "Sleight, Bob" <[bob.sleight@nebraska.gov](mailto:bob.sleight@nebraska.gov)>

**Date:** May 20, 2016 at 3:15:32 PM CDT

**To:** "hillside.events@yahoo.com" <[hillside.events@yahoo.com](mailto:hillside.events@yahoo.com)>

**Cc:** "Dudley, Pat" <[Pat.Dudley@nebraska.gov](mailto:Pat.Dudley@nebraska.gov)>, "Fritz, Don" <[don.fritz@nebraska.gov](mailto:don.fritz@nebraska.gov)>, "Rossman, Clint" <[clint.rossman@nebraska.gov](mailto:clint.rossman@nebraska.gov)>, "Heine, Jim" <[Jim.Heine@nebraska.gov](mailto:Jim.Heine@nebraska.gov)>

**Subject:** POC - Approval

# FW: RE Hillside Event Center

GT Gwen K. Thorpe  
Tue 4:04 PM  
Amundson, Roma ✕

  Reply all | 

Roma,

In thinking about your request to add discussion about the occupancy permit, etc., to this Thursday's agenda, I visited with Dave Derbin for some advice on how to word the discussion. Dave forwarded this email between Mel Goddard and Mark Hunzeker, on which Kerry and Dave were copied.

As Dave and I discussed, something like the following will be one of the conditions of the special permit: "Use of the barn for the uses permitted by this Special Permit must be approved by the Building & Safety Department prior to beginning operations under this Special Permit." Mel's numbers 1-5 will be a standard requirement, and everyone agrees they need to be. So unless someone would want to waive one of the 5 items listed, they are just "in there". The standard requirement/conditions cover all building and safety concerns. An applicant must comply.

Thanks - Gwen

-----Original Message-----

From: David A. Derbin  
Sent: Tuesday, July 05, 2016 1:48 PM  
To: Gwen K. Thorpe  
Subject: FW: RE Hillside Event Center

-----Original Message-----

From: Mel E. Goddard  
Sent: Tuesday, July 05, 2016 10:31 AM  
To: 'Mark A. Hunzeker'  
Cc: Steve S. Henrichsen; Chad E. Blahak; David R. Cary; Terry A. Kathe; David A. Derbin; Kerry P. Eagan; Tom J. Cajka; Richard J. Burton; Nate C. Hartman; 'hillside.events@yahoo.com'; 'Clint.rossman@nebraska.gov'; 'bob.sleight@nebraska.gov'  
Subject: RE Hillside Event Center

Mark.....

Building & Safety is waiting for a Building Permit application and plans to be submitted for commercial plan review for the Hillside Event Center.

The barn can be used as an assembly use only when the following items have been completed:

1. The assembly use is constructed as per the requirements of the approved plans.

2. All permits (Building, Electrical, Plumbing, and Mechanical are in finalized (approved) status.
3. The LLC Health Department has given final approval of the completed lagoon system.
4. The State Fire Marshall has approved the final inspection of the assembly per the approved plans.
5. Building & Safety has issued the Certificate of Occupancy.
  
6. A Special Permit for the assembly use is approved by the County Board.

Mel Goddard  
Chief Building Inspector

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**FY16-17 Budget Requests:**

**Expenditures by Percentage Increase - Departments over 3.30%**

Election Commissioner	45.12%	<del>479,774</del>	45.18%	480,424
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Due to number of elections  
 Revenue also increased \$350,000  
 Election Board +\$150,970  
 Voting Supplies +\$110,000  
 Postage +\$70,195  
 Increased PEHP by \$650

Adult Probation	30.80%	116,205		
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Rent increased due to 605 Bldg  
 and North Reporting Center +\$97,200  
 Will have a discussion regarding PSI Contract  
 next week - \$63,450 (Approved)

Human Services	28.90%	112,144		
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Revenue also increase +\$91,383  
 Additional employee  
 County/City share +13.47%  
 Change in health insurance

Administrative Services	<del>19.55%</del>	<del>80,733</del>	13.50%	55,733
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Reduced \$25,000 due to travel pool/public relations  
 Gwen's retirement - \$51,881

ROD Technology	15.42%	48,097		
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will change after ending balance - no effect on  
 property tax

Crisis Center	12.87%	368,264		
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Rent has been reduced \$71,775  
 Software +\$95,000  
 Rent still increasing +\$61,811  
 Fund balance will be lower than expected due to revenues  
 General Fund transfer +14.90%

Weed Control	9.45%	37,499		
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Pickup +\$26,000  
 County/City Share +11.81%

County Court	<del>9.04%</del>	<del>81,891</del>	6.17%	55,875
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Legal Services +\$42,000



Audio System - 3 courtrooms +\$26,016 (Moved to Building Fund)  
 .51% over Amended 2015-16 Budget (\$2,000 over Legal Services)

General Assistance 8.66% 199,800

Revenues also increasing \$199,800  
 Trying to get back to real number

County Sheriff 6.64% 773,382

6 retirements +\$271,197  
 3 new FTE's  
 Other Misc Equipment +\$55,991  
 Revenue +177,362

Juvenile Court ~~6.56%~~ ~~126,986~~ 5.68% 109,986

Law Violators +\$73,000  
 Court Costs +\$10,000  
 Audio System - 2 courtrooms +\$17,000 (Moved to Building Fund)

Jury Commission 6.39% 9,228

Folding Machine +\$2,500

Corrections ~~5.49%~~ ~~1,204,932~~ 3.40% 746,056

Reduced expenditures by \$458,876

County Treasurer ~~5.48%~~ ~~188,252~~ 5.47% 187,852

Postage for new plates +\$140,000  
 Revenues are increasing +\$434,000 which includes  
 postage reimbursement  
 Reduced Other Travel (\$400)

Juvenile Probation ~~5.47%~~ ~~17,344~~ -4.94% (15,656)

Rent - move to 605 Building +\$16,813  
 Will have discussion about funding of Drug Court  
 (Letter from Judge in binder - \$46,050)  
 Reduced Drug Court to 3 months - \$33,000

Human Services Misc 5.05% 220,391

Match to Region V +\$162,061  
 Health Dept projection +\$95,147

County Clerk ~~4.87%~~ ~~50,226~~ 7.50% 77,394

IS hours for new payroll system +\$47,760  
 Moved HPRM (TRIM) to Clerk's office +\$27,168